Section 4:   Safety Resources

This Section outlines the resources available to help you implement the GSFC Safety Program.

A. General Health and Safety Training Resources

Numerous safety-training resources are available. A detailed listing of these courses is located in the attached Supervisor's Guide to Safety and Environmental Training found at the end of this Section.

To enroll in a Health and Safety Training class sponsored by the Human Resources Development Office (HRDO) or the NASA Safety Training Center (NSTC); employees should complete the Health and Safety Training Registration Form. A copy of this form is available on the Office of Human Resources web-site at http://ohr.gsfc.nasa.gov.   Detailed instructions on how to register for a self-paced health and safety training course are located at the following web-site: http://ohr.gsfc.nasa.gov/gsfc/training/learn/reg.htm.

All requests for health and safety training for civil servants must be approved by the employee's management. Health and Safety training requests for contractors must be approved by the immediate supervisor and have concurrence by the appropriate Contracting Officer and/or Contracting Officer's Technical Representative indicating that the class is necessary for the performance of work-related duties. All completed requests for Training should be submitted to the HRDO, Code 114, building 1, room 133.

If a specific health and safety training requirement cannot be met by a scheduled offering, the HRDO should be contacted for assistance. The requester should be prepared to identify the type of training or development required, number of potential students, preferred time frame for delivery, possible vendors (if known), and any other relevant information. The HRDO contact, in consultation with the requesting organization, will determine the most effective way to meet the training need.

Health and Safety Training Points of Contacts

Title	Name	Phone Extension	E-mail Address
Health and Safety Training, Program Manager	Nichole Richmond	(301) 286-9122	Richmond@pop100.gsfc.nasa.gov
Learning Center, Program Coordinator	Pam Barrett	(301) 286-7285	Pbarrett@pop100.gsfc.nasa.gov

B. Safety, Environmental, and Security Office (Code 205) Services

The Safety and Environmental Branch provides full-scale consulting and program management services in the areas of institutional safety, occupational health, and environmental management. They can assist managers and employees in developing effective programs to mitigate risks in their own areas, through hazard detection, system design, training, and other means. Code 205.2 has specific expertise and program management responsibilities in areas like:

- Occupational safety: fire prevention, machine guarding, protective equipment, fall protection
- Safety engineering: designing facilities and hazardous operations/systems in order to minimize the risks to employees while completing the mission
- Medical and health: employee physicals, worksite health evaluations, employee assistance programs
- Special hazards: including the use of hazardous chemicals, sources of radiation, and lasers
- Environmental: hazardous waste management, energy conservation, recycling, and other programs to manage the technical and regulatory risks of our operations

For more information, resources, and contact information, you can visit the Code 205 website at http://gsfc-aphrodite.gsfc.nasa.gov/205/SESOHOME.htm or call them at 6-6295.

C. Systems Reliability and Safety Office (Code 302) Services

Code 302 provides the following safety support to GSFC missions:

Launch range requirements analysis and interpretation
Launch range coordination
Design analysis for hazard identification
Hazard control development, implementation, and verification
Documentation of design, hazards, controls and verifications for submittal to the launch range
Assistance in developing operations procedures
Review of hazardous operations procedures
Monitoring of hazardous operations
Providing liaison to launch range safety organizations
Providing an independent assessment to the Center Director about safety

These services may be accessed by contacting the Chief of the Systems Reliability and Safety Office.

D. Suborbital and Special Orbital Projects Directorate Safety Office (Code 803) Services

Code 803 provides the following services to support the Suborbital and Special Orbital Projects Directorate:

Develops and manages policies and procedures for ground and flight safety, mission assurance, reliability and quality assurance.

Performs engineering analysis of ground and flight safety systems, environmental conditions and operations to ensure safety, reliability and flight worthiness.

Establishes and approves safety precautions for protection of personnel, property and the public from hazards generated by ground and flight systems.

Provides preflight and postflight analysis

Implements the Wallops institutional safety program and manages the Wallops fire department

Provides monitoring of payload safety and reporting for orbital projects including UNEX, Shuttle Small Payloads Projects, and Spartan. In this capacity, Code 803 is the principle safety interface with the Office of Flight Assurance (Code 300), and the KSC and JSC safety organizations.

Provides reliability and quality assurance support for all WFF offices and missions.

These services may be accessed by contacting the Chief of the Suborbital and Special Orbital Projects Directorate Safety Office.

E. Lifting Device and Pressure Vessel System Recertification Office Program Services

The Center has a well defined program for the certification and recertification of Lifting Device Equipment (LDE) and Ground Based Pressure Vessels and Pressurized Systems (PV/S). This program is described in **540-PG-8072.1.1**. The Center's "Recert" Program Office is located within the Applied Engineering and Technology Directorate's Mechanical Systems Center.   In addition to ensuring the LDE & PV/S equipment we use is safe, the Recert Program is also used to certify LDE operators and critical lift coordinators. Further information can be obtained from the Recert Program Manager within Code 540.

F. GSFC Awards Program

Code 114 maintains a Center wide awards program which has provisions to recognize outstanding service in regards to the Center's safety program. Details of this program can be found through the Goddard Document Management System (GDMS) under **GPD 3451.1C Incentive Awards and Recognition.** Specific questions can be directed to the Center's Awards Officer in Code 114.

G. Useful Web Sites/Information

The following is a list of web addresses which will help you find answers to questions you might have relating to safety, health and environmental issues.

Safety, Health and Environmental Resources.

1. **NASA Headquarter Safety Documents.**
   http://www.hq.nasa.gov/office//codeq/doctree/qdoc.pdf

2. **WFF Safety Office.**
   http://www.wff.nasa.gov/~code803/
   Click on Links section to find additional safety resources

3. **Code 803 Safety Office.**
   http://www.wff.nasa.gov/pages/803.html

4. **NASA Safety Initiative.**
   http://www.hq.nasa.gov/office/codeq/safety/index/htm

5. **GSFC Homepage Safety Link.**
   http://safety1st.gsfc.nasa.gov

6. **NASA site for onsite learning and resources. (SOLAR)**
   http://solar.msfc.nasa.gov:8018/solar/delivery/public/html/newindex.htm

7. **Occupational Safety and Health Administration (OSHA) General Industry.**
   http://www.osha-slc.gov/OshStd_toc/OSHA_Std_toc_1910.html

8. **OSHA Standards for the Construction Industry.**
   http://www.osha-slc.gov/OshStd_toc/OSHA_std_toc_1926.html

9. **OSHA Standards for Federal Employees.**
   http://www.osha-slc.gov/OshStd_toc/OSHA_std_toc_1960.html

10. **Material Safety Data Sheet (MSDS) Resources.**
    1. **Vermont SIRI MSDS Archive.**
       http://siri.uvm.edu/msds/
    2. **MSDS.**
       http://msds.PDC.CORNELL.EDU/issearch/msdssrch.htm

11.   **GSFC Master Document List.**
http://gdms.gsfc.nasa.gov/gdms/plsq/masterlist.menu

12.   **NASA Online Directory NODIS.**
http://nodis.hq.nasa.gov/

GSFC Information

1.   **NASA GSFC HR Office.**
http://ohr.gsfc.nasa.gov/

2.   **NASA GSFC Homepage.**
http://www.gsfc.nasa.gov/

3.   **Greenbelt Homepage.**

4.   **WFF Homepage.**
http:// www.wff.nasa.gov/

5.   **NASA Headquarters.**
http://www.hq.nasa.gov/